



# LOS ANGELES COUNTY COMMISSION ON HIV

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## EXECUTIVE COMMITTEE MEETING MINUTES

April 4, 2011

Approved  
5/31/2011

MEMBERS PRESENT	MEMBERS ABSENT	HIV EPI AND OAPP STAFF	COMM STAFF/ CONSULTANTS
Carla Bailey, <i>Co-Chair</i>	Sergio Aviña	Kyle Baker	Jane Nachazel
Michael Johnson, <i>Co-Chair</i>	Fredy Ceja		Glenda Pinney
Al Ballesteros	Angélica Palmeros		Jim Stewart
Robert Butler	Mario Pérez	<b>PUBLIC</b>	Craig Vincent-Jones
Nettie DeAugustine	Fariba Younai	Miki Jackson	
Brad Land		Kathy Watt	
Ted Liso			
Jenny O'Malley			
Stephen Simon			

### CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Executive Committee Meeting Agenda, 4/4/2011
- 2) **Minutes:** Executive Committee Meeting, 2/28/2011
- 3) **Ordinance:** Chapter 3.29 Commission on HIV, 4/4/2011
- 4) **Memorandum:** Integration of HIV and STD Programs, 3/2/2011
- 5) **Letter:** OAPP Representation on and Assignments to the Commission, 3/28/2011

1. **CALL TO ORDER:** Mr. Johnson called the meeting to order at 10:15 am.
2. **APPROVAL OF AGENDA:**  
**MOTION #1:** Approve the Agenda Order with previously passed Motion 3 removed from Motion Table (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**  
**MOTION #2:** Approve the 2/28/2011 Executive Committee Meeting minutes (*Passed by Consensus*).
4. **PARLIAMENTARIAN REMARKS:** There were no remarks.
5. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
6. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
7. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.
8. **CO-CHAIRS' REPORT:**
  - A. **Executive Committee Work Plan:**
    - Mr. Johnson reported the basic structure of the FY 2011 Work Plan is completed. He and Ms. Bailey continue to meet with committee co-chairs to develop their work plans for FY 2011.
  - B. **Commission FY 2010 Work Plan:**
    - ➡ The final FY 2010 Plan will be presented at the April Commission meeting.

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### C. Commission Ordinance:

- Mr. Johnson reported one key change adds three seats: one for the Department of Health Services (DHS), another seat reserved for other County departments to enhance coordinated planning, and an at-large unaffiliated consumer seat.
- In addition, the existing OAPP, PPC and HIV Epi seats will be made voting members. Non-voting status was initially imposed on these to ensure Commission independence as it transitioned from the Department of Public Health (DPH), but is no longer necessary. Voting status also supports greater engagement with these key partners.
- Remaining revisions are nominal. The Ordinance was last updated prior to Ryan White reauthorization, so pertinent language needs to be updated.
- Mr. Vincent-Jones noted he just met with County Counsel and will incorporate a few additional language changes, but none are substantive. Once incorporated, the Ordinance will be submitted to the Executive Office for Audit Committee review. The Ordinance will then go to the Board for approval; sunset is in June.

**MOTION #3:** Approve proposed revisions to County Code 3.29, Commission on HIV (*Passed by Consensus*).

### D. Memorandum of Understanding (MOU):

Mr. Johnson reported he, Ms. Bailey and Mr. Vincent-Jones would meet with Jonathan Freedman, Chief Deputy Director, DPH, on 4/8/2011 to discuss moving the MOU forward. The Commission feels internal DPH structuring should not delay MOU completion.

### E. Co-Chair Training:

The training was scheduled to follow the Executive Committee meeting.

## 9. EXECUTIVE DIRECTOR'S REPORT:

### A. Monthly Priority Task List:

Mr. Vincent-Jones reported he did not update the List in lieu of work on the Ordinance and Co-Chair training. The List has changed little as most work came up recently. He will update the List at the May meeting.

## 10. OFFICE OF AIDS PROGRAMS AND POLICY (OAPP) REPORT:

### A. Program Integration:

- Mr. Baker reported the name for the integration of OAPP, HIV Epi and STD Programs will be the Division of HIV and STD Programs.
- He also reported that Mario Pérez had committed to Jonathan Fielding, Director, DPH, to acknowledge the distinct OAPP, STD Program and HEP cultures and engage staff in the integration process, rather than focus solely on organizational issues. OAPP has already held meetings with the STD Programs and HIV Epi. More separate meetings are planned, as well as an all-Division meeting.
- An internal Program Integration advisory team has been convened with key staff from each program. Initially it will assess the inventory of programs, deliverables and budgets to advise on how best to distribute work.
- OAPP members are: Mr. Pérez, Mr. Baker, Michael Green, Sophia Rumanes, Jennifer Sayles and Carlos Vega-Matos. HIV Epi members are: Douglas Frye, Trista Bingham, Virginia Hu and Amy Wohl. STD Program members are: Peter Kerndt, Sarah Guerry and Jorge Montoya. Members will vary in the future with work needs.
- OAPP has also met with the union to confirm Dr. Fielding's message that jobs will not be lost to consolidation. Integration goals are to reduce redundancy and better align work with resources and areas of expertise, rather than downsizing.
- Mr. Baker has been promoted to Chief of Staff while continuing as Director, Government Relations. He will continue to attend JPP to the extent that his schedule allows.

### B. Commission Liaison:

- Mr. Baker reported on OAPP changes to maximize OAPP/Commission effectiveness. Dr. Green is cycling off as liaison while Juhua Wu, HRSA Grants Manager, will become the primary contact for communications and requests. She will triage requests and ensure the appropriate people receive them for response. Mr. Baker is also available for questions.
- Mr. Vega-Matos will start attending P&P meetings, and will be submitting an application for the Part B seat. He has also been effective at SOC, so will continue to attend for the present.
- Mr. Baker reported the monthly written communications would end and be replaced by direct communication.
- Several appreciated acknowledgement in the letter from Mr. Pérez of the need to improve communication.
- Mr. Land asked Mr. Perez to attend allocation meetings directly so that OAPP can more constructively participate in P&P allocation decision-making.

- ➡ Mr. Baker will relay the request that OAPP include Ms. Wu in more internal OAPP conversations on P&P meeting topics.

**11. HIV EPIDEMIOLOGY PROGRAM (HEP) REPORT:** Mr. Baker asked if Dr. Frye is expected to attend the Executive Committee meeting. Mr. Vincent-Jones responded that he is not, and is alerted ahead of time if there are specific relevant topics to address.

**A. Annual HIV Epidemiology Profile:**

- ➡ Dr. Frye will present the profile at the April Commission meeting.

**12. TASK FORCE REPORTS:**

**A. Health Care Reform (HCR) Task Force:**

- Ms. DeAugustine reported HCR outlined goals and objectives at its first meeting. Its next meeting is 4/8/11.
- HCR plans to meet with key people such as Mitchell Katz, MD, Director, DHS, to better ascertain views of the public health role in health care reform and how that pertains to the Commission.
- HCR also plans to host consumer education meetings, as well as addressing impact on providers.
- Mr. Baker noted OAPP will host a provider meeting on health care reform 4/13/2011, which some HCR members will be attending.

**B. Commission/PPC Integration (CPI) Task Force:**

- Mr. Butler reported that CPI will meet 4/11/2011 and will consider input from the PPC 4/7-8/2011 meeting on systems training and the County Testing and Linkage to Care Plus (TLC+) continuum. He urged PPC meeting attendance especially for the second day which will focus on the continuum.
- Mr. Ballesteros questioned available resources for TLC+ activities. Mr. Vincent-Jones replied the TLC+ planning aspect is being covered by the Commission, but if there are resources available, he is open to applying for them. Ms. Watt noted there are CDC capacity dollars for community planning and health departments.
- Ms. DeAugustine added there are health care reform infrastructure dollars set aside. The County is using some for staff development, but other funds have not yet been allocated.
- Ms. Watt noted two separate subjects: planning integration addressed by CPI, and the actual integration of services.

**C. Comprehensive Care Plan (CCP) Task Force:** Ms. Watt reported CCP members submitted their written sections for review at the March meeting. Work on the Plan continues.

**13. CAUCUS REPORTS:**

**A. Consumer Caucus:**

- Mr. Land reported he, Ms. Bailey and Mr. Butler are working on training for Caucus members.
- Mr. Vincent-Jones said Commission staff just met with ISD on website issues and the Community Mobilization Form will be posted to the website shortly. He commented that he wanted it posted differently to the website, so the Commission had to dialogue with ISD to do it. Mr. Butler added it will be distributed at SPA 6 and 8 CAB meetings during the SPAs 6/8 Roundtable.
- The Caucus is scheduling a presentation to consumers at Life Group in August 2011.

**1. SPAs 6/8 HIV Services Roundtable:**

- The SPAs 6/8 Roundtable is scheduled for 4/20/2011. Mr. Vincent-Jones is coordinating suggested topics from the caucus and SPA 6 providers with OAPP to open the meeting. The latter part of the meeting will be open discussion. Flyers are available.
- Consumers should RSVP, but none have been received to date. Mr. Johnson said Robert Stork, Director, Care Program, Case Management, SPA 8, is encouraging case managers to do outreach for the Roundtable.

**B. Latino Caucus:**

1. **Latino Caucus Work Plan:** This item was postponed.

**14. PREVENTION PLANNING COMMITTEE (PPC) REPORT:** There was no additional discussion.

**15. STANDING COMMITTEE REPORTS:**

**A. Priorities and Planning (P&P):**

- Mr. Land said OAPP is working on an updated estimate of Ryan White medical patients eligible for Medi-Cal managed care plans. Mr. Baker reported OAPP has done an initial assessment. Julie Cross is refining the estimate and it will be presented at OAPP's 4/13/2011 meeting with providers for final input. It can be released after that.
- Mr. Land reported P&P discussed that lack of implementation of some service categories may have to be addressed in the Letter of Assurance.
- Mr. Baker said all Benefits Specialty contracts are in place and providers are hiring. Per Ms. Cross review, about 60% of providers are now offering services. Ms. Cross has developed tools and a training for Benefits Specialty staff in May.
- Mr. Johnson noted it is important to be clear. Contracts were dated 1/1/2011, but did not go out until February or March. Providers could not hire until they had contracts and training for new hires is in May. While that all represents "ramping up," consumers do not consider a service implemented until they can actually receive it.
- Ms. DeAugustine added that providers have not been allowed to invoice for the services until staff receives the training.
- ➡ OAPP will provide the updated estimate of Ryan White medical patients eligible for Medi-Cal managed care plans for the 4/26/2011 P&P meeting barring unforeseen delays. Mr. Baker will follow up.
- ➡ OAPP will also provide 2009 and 2010 service utilization data and final FY 2010 expenditures at the 4/26/2011 meeting.
- 1. **Priority- and Allocation-Setting Process:**
  - Mr. Land reported the 4/26/2011 meeting will review final revisions on the new two-year cycle.
  - ➡ The two-year cycle will be released for a two week public comment at the April Commission meeting.
- 2. **FY 2011 Financial Expenditures:** The 4/26/2011 meeting will include the regular review of expenditures.

**B. Operations:** The March meeting was cancelled. The next meeting will be 4/11/2011 at 9:30 am.

**C. Standards of Care (SOC):**

1. **Grievance Procedure:**
  - ➡ This will be opened for public comment at the April Commission meeting.
2. **Evaluation/Service Effectiveness (ESE):** Work continues.
3. **Standards of Care:** Work continues.

**D. Joint Public Policy (JPP):**

- Mr. Baker said there would be no immediate effect if the Federal government shuts down. However, HRSA has only awarded only 50% of the FY 2010 Ryan White grant, so it could become an issue if overall funds shrink.
- Mr. Vincent-Jones noted HRSA is approaching budget issues cautiously, e.g., the Project Officer trip planned for April has been cancelled and Technical Assistance contracts have been terminated. These actions appear to be more severe than a temporary government shutdown would warrant.
- Mr. Simon reported that JPP will develop its docket at the next meeting, but expects to streamline it significantly. JPP will rely on dockets from other organizations, such as the AIDS Coordinator's Office, to help refine legislative priorities.
- AB 491 and 1327 (Portantino) will both be on the docket. AHF is sponsoring the bills, and the author is open to revisions if needed.
- ➡ Mr. Vincent-Jones suggested it is time to schedule another Project Officer call in order to discuss potential budget cuts and other issues.
- 1. **State FY 2011-12 Budget:**
  - Mr. Simon reported the March JPP meeting was cancelled, but there has been no budget movement to discuss.

**16. NEXT STEPS:** There was no additional discussion.

**17. ANNOUNCEMENTS:** There were no announcements.

**18. ADJOURNMENT:** The meeting adjourned at 11:40 pm.